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Executive Assistant to ICI

28 September 1953

Director of Training

Weekly Summary Report

Document No. 115
NO CHANGE in Class. ☐
☐ DECLASSIFIED
Class. CHANGED TO: TS S (C)
DDA Memo, 4 Apr 77
Auth: DDA REG. 77/1763
Date: 22/01/78 By: 000

1. An extensive discussion between [redacted] and Deputy Director of Training (Special) has clarified the effects of the forthcoming regulation governing Agency issuances on publications of the Office of Training. It was agreed that the course catalogue and announcements of courses are not regulatory in the sense intended in the draft regulation and that such information can continue to flow through channels already existing, though it may become appropriate at a later date, when the catalogue has assumed a more permanent form, to bring it within the Agency issuance system. As for educational materials, they can in general be handled as in the past on the grounds that they are primarily for the internal use of the Office of Training and that, when formal official use of such publication is required by other components of the Agency, the documents can be integrated into the Agency system under the provision set forth in the regulation. [redacted] is drafting a minor change in the regulation designed to take care of the essentially developmental nature of many writings, both in the Office of Training and elsewhere. One important publication the Office of Training hopes to develop as an Agency issuance is a catalogue of all training materials available in O/TN.

2. The Order of Battle Course, which was to have begun on 28 September, has been canceled for lack of students. Only one person was enrolled. During six preceding runnings of the course, a total of 76 students received the one-week training, and the question arises whether the need for such a course has now been satisfied. Since the recent discussions on enrollments, those for the other advanced specialized courses have been exceptionally good.

3. Seventeen of the members of the top staff of PP, including the Chief, PP, and almost all his principal assistants, will be conducted on a day's tour [redacted] on 1 October. The program for acquainting many senior DD/P personnel with facilities at [redacted] seems to be meeting with gratifying success.

4. Mr. Milton Eisenhower has been invited to be guest speaker at the Twelfth Agency Orientation Program in November.

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5. [REDACTED], Chief, Assessment and Evaluation Staff, Office of Training, attended the recent meetings of the American Psychological Association in Cleveland. Nineteen interviews led to the consideration of nine individuals for employment, three of them for consultants on the list approved recently by the DCI. Five of the nine have been contacted and all have indicated willingness to accept a consulting position with the Agency.

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[REDACTED]

7. The Chief, Management Training Division, Office of Training (General), will attend the four-week Management Course of the American Management Association in New York in order to add to the fund of resource materials in the management field available to the Agency.

8. Students presently in full-time O/TR	
courses in CIA installations.....	275
Students presently in part-time O/TR	
courses in CIA installations.....	403
Students presently in full-time	
external training.....	100
Students presently in part-time	
external training.....	<u>147</u>
GRAND TOTAL	925

/ [REDACTED]
MATTHEW BAIRD

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HC/ep

cc: DD/P
DD/I
AD (Corvus)

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